

Management Information Meeting

October 25, 2002

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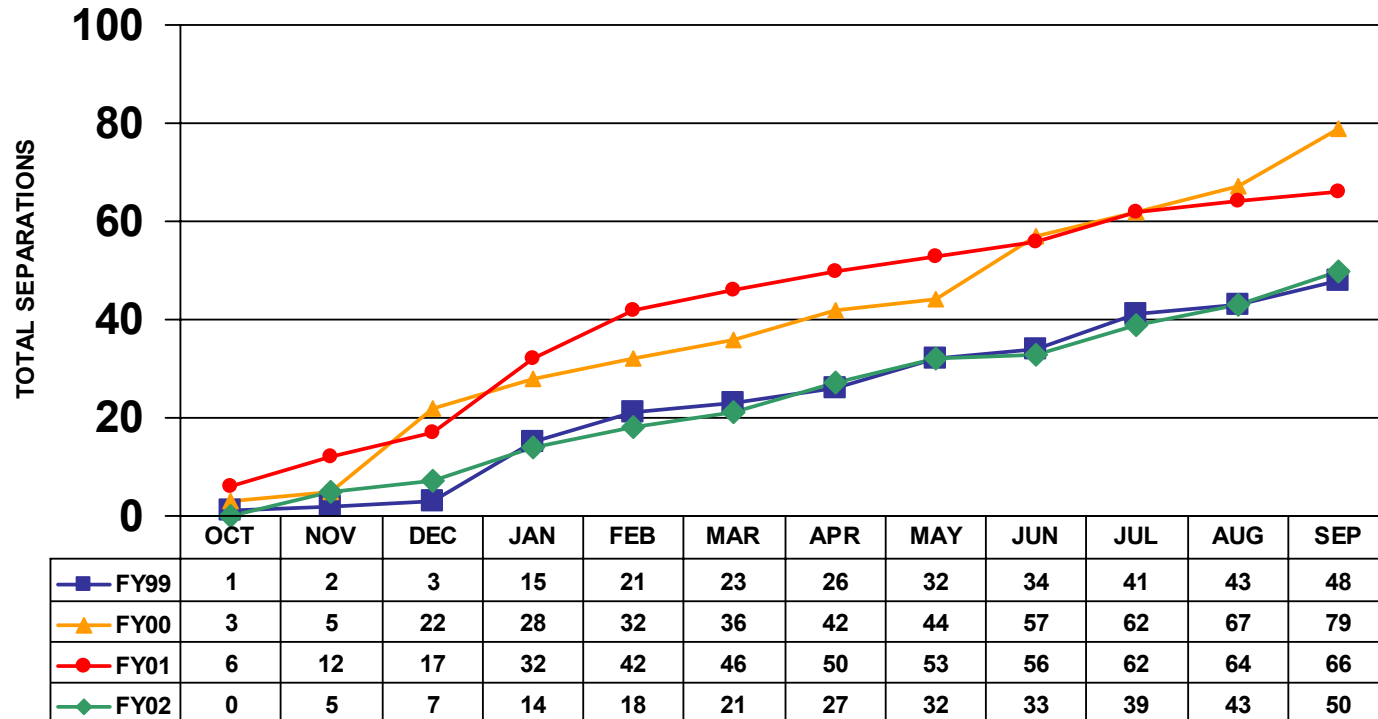
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CUMULATIVE SEPARATIONS FY99-02



FY02 Projected Separations - 50



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Center Loss Picture FY02 (as of 09/30/02)

Reasons	Minority		Nonminority		Total
	Male	Female	Male	Female	
Retirement	3	1	29	2	35
Buyout Retirement					
Termination				1	1
Transfer	1	1	4	3	9
Death			2		2
Resignation:					
Change of Employer	1				1
Personal				2	2
Total Losses	5	2	35	8	50



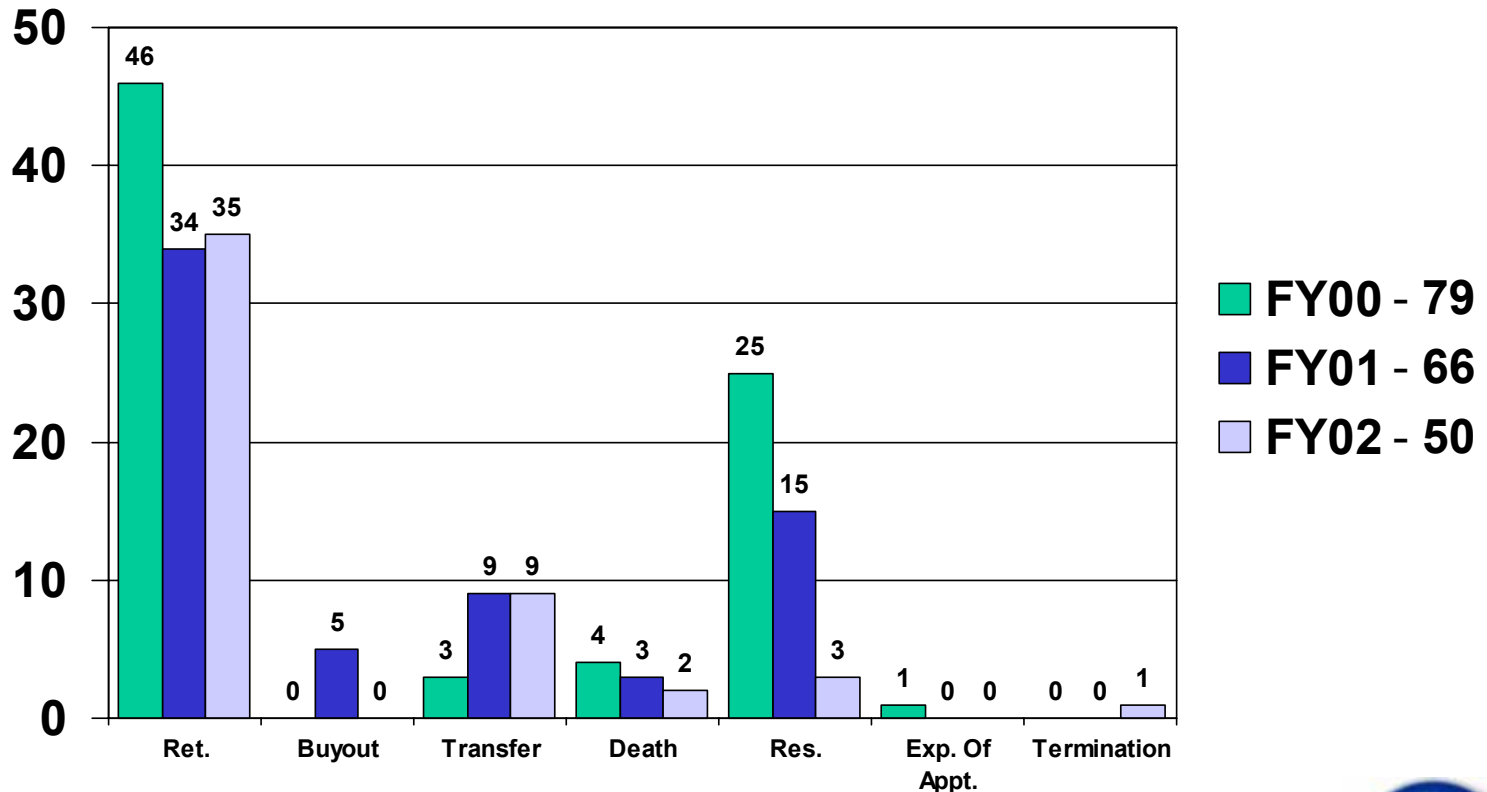
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CENTER LOSS PICTURE FY00-FY02 (as of 09/30/02)



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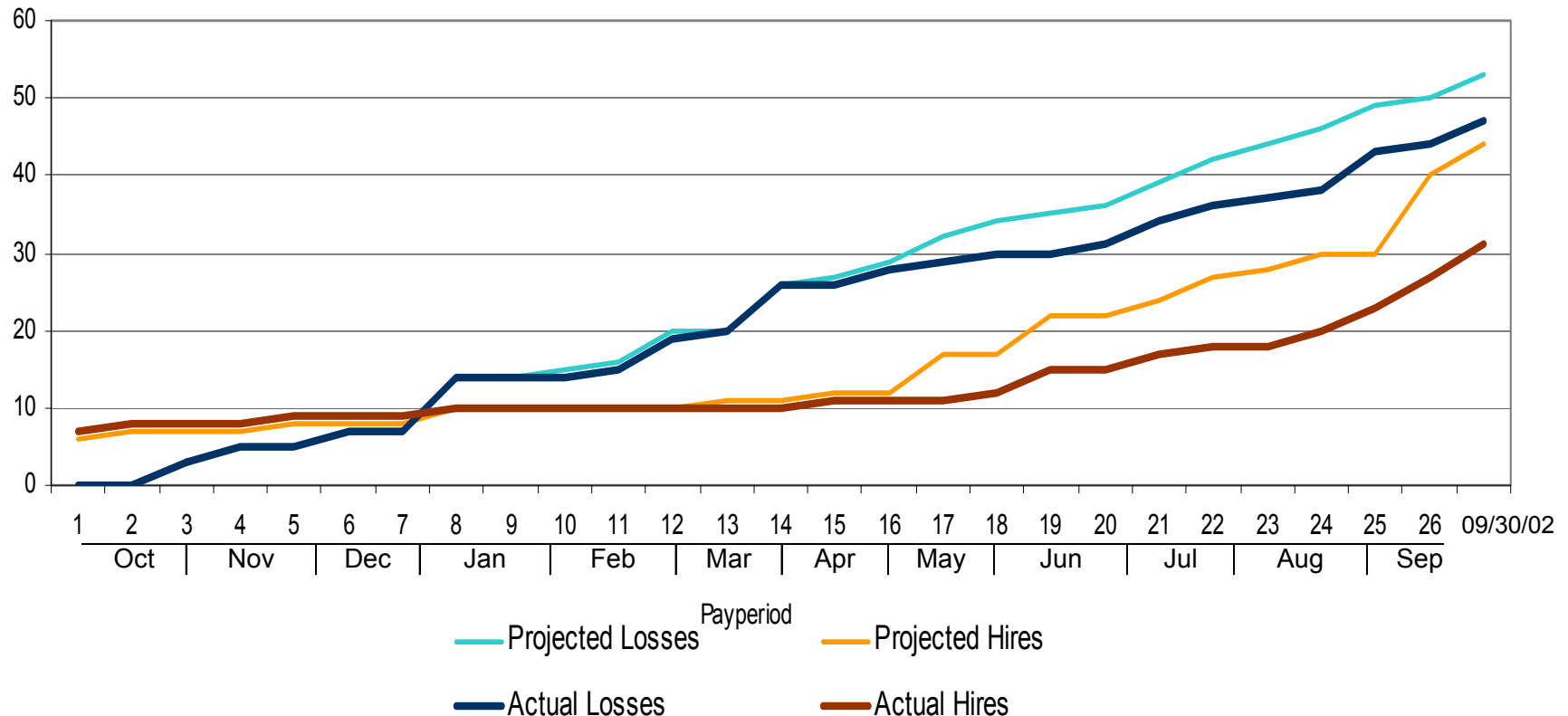


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Glenn Research Center FY02 FTP Losses and Hires



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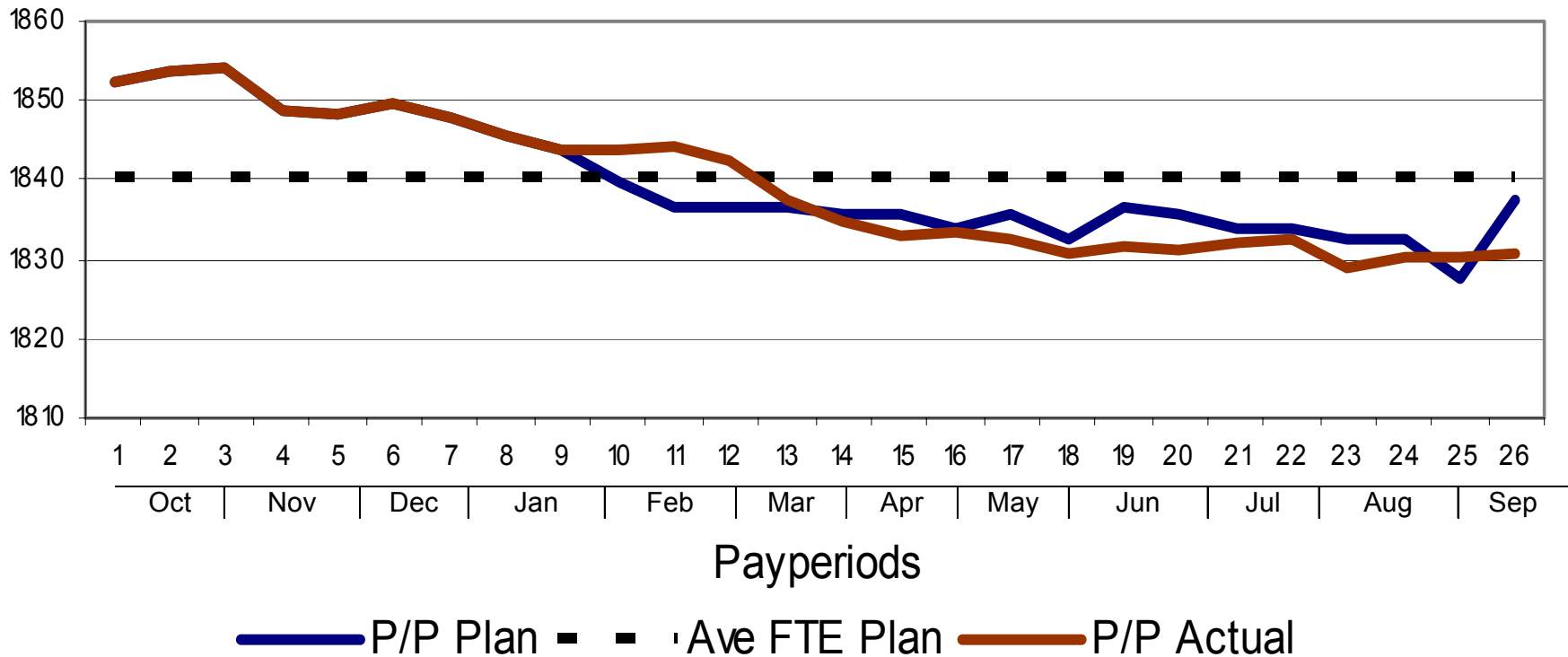
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Glenn Research Center FY02 FTP'S



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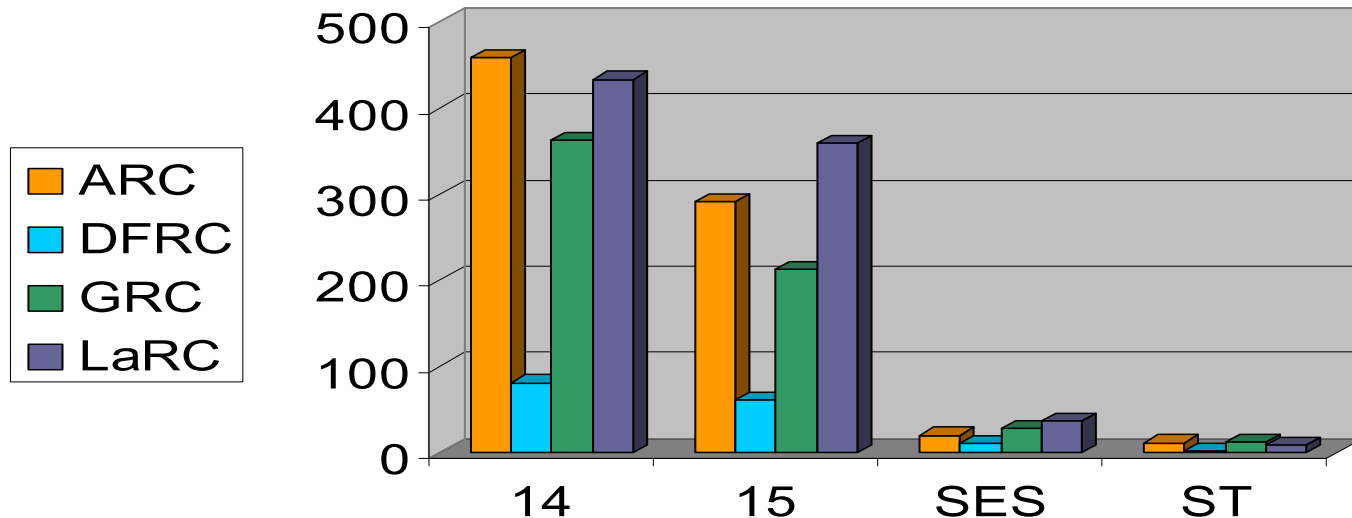
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High-Grade Positions - FTP As of 09/21/02



	All Grades	14 & Above	14		15		SES		ST		Other	
ARC	1,408	780	458	33%	291	21%	20	1%	11	0.78%	0	
DFRC	558	153	81	15%	61	11%	10	2%	1	0.18%	0	
GRC	1,833	614	362	20%	212	12%	28	2%	12	0.65%	0	
LaRC	2,299	837	433	19%	359	16%	36	2%	8	0.35%	1	(AD)



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FY02 Promotions
as of 09/30/02

Org.	Career Promotions	Accretions	WG to GS	CPP	QSI	DCL	Total
0100	3	1		4			8
0200	4			4	1		9
0400	2	1		1	1		5
0500	3	3		1			7
0600	4	7		4			15
2000	3			6	2	2	13
5000	19	3		4		27	53
6000	7	5		7	1	3	23
7000	31	21	2	11		2	67
9000	3	1					4
Total	79	42	2	42	5	34	204



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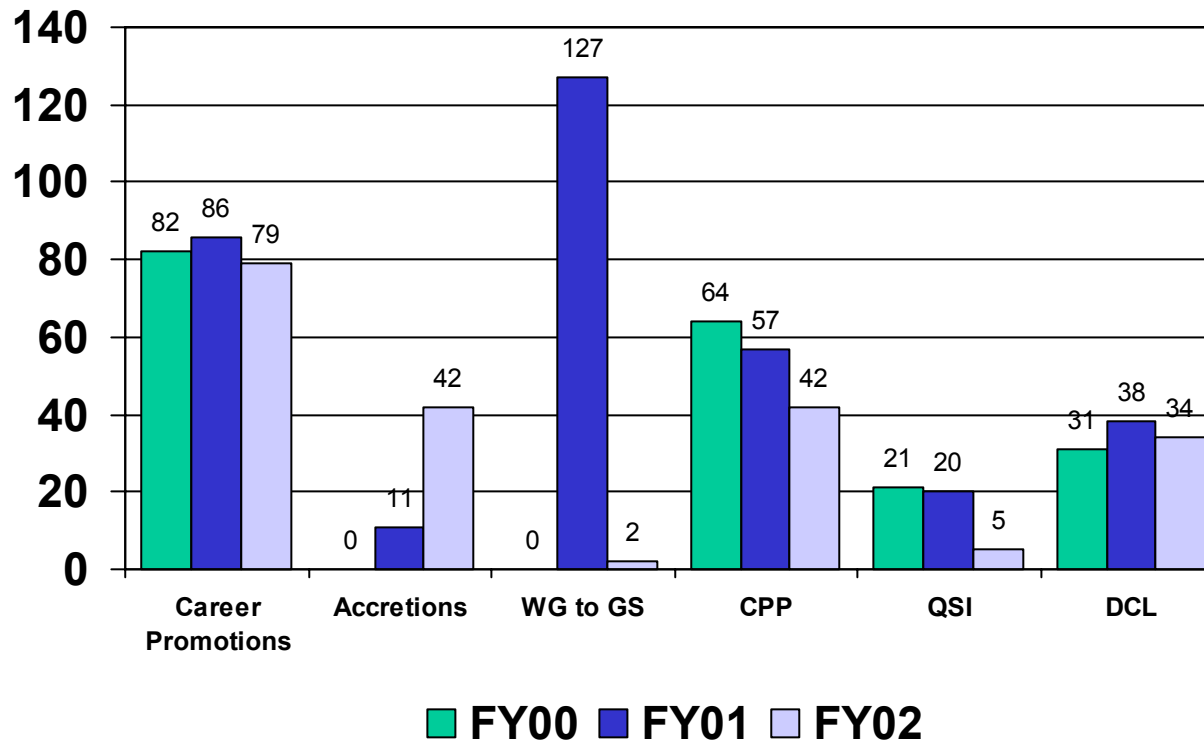
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FY00-FY02* Promotions
By Fiscal Year



*As of 09/30/02



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FY02 RECRUITING

Permanent Full-Time Experienced Hires:

Title	Series/Grade	EOD	Former Employer
Attorney	GS-0905-13/1	6/2/2002	N/A
Personnel and Workforce Planning Officer	GS-0301-15/1	5/20/2002	Cuyahoga County Public Library
AST, Flight Software Systems	GS-0801-13/6	6/3/2002	Goddard Space Flight Center
Aerospace Engineer	GS-0861-15/10	4/7/2002	U.S. Army Research Laboratory Command
Chemical Engineer	GS-0893-14/8	9/22/2002	University of Missouri - Rolla
Electronics Engineer	GS-0855-13/8	6/2/2002	NASA GRC - Former Term Employee
AST, Experimental Facilities Techniques	GS-0801-14/1	8/11/2002	QSS, Inc.



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FY02 RECRUITING

Other Than Permanent Full-Time Experienced Hires:

Secretary (O/A)	GS-0318-7/4	11/09/01	GRC - New Term Appointment
Secretary (O/A)	GS-0318-7/1	12/02/01	Unemployed
Secretary (O/A)	GS-0318-7/1	10/21/01	Dept. of the Army
Airplane Pilot	GS-2181-12/1	12/30/01	Naval Air Station
Accountant	GS-0510-12/1	04/21/02	GRC - New Term Appointment
Accountant	GS-0510-12/5	05/05/02	GRC - New Term Appointment
Aerospace Engineer	GS-0861-13/6	06/02/02	GRC - New Term Appointment
Electronics Engineer	GS-0855-13/4	06/02/02	GRC - New Term Appointment
Accountant	GS-0510-12/1	06/16/02	National City Bank
Accountant	GS-0510-12/3	07/14/02	GRC - New Term Appointment



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FY02 RECRUITING

Fresh-Out Hires:

Title	Series/Grade	EOD	Former Employer/Education
Safety Engineer	GS-0803-9/1	9/22/2002	Alliant Tech systems
Health Physicist	GS-1306-11/10	7/28/2002	Goodyear R&D/MS Health Physics - Univ. of Cincinnati
Electronics Engineer	GS-0855-9/10	9/22/2002	Zin Technologies/MS Mech. Engr. - CWRU
Aerospace Engineer	GS-0861-9/6	8/25/2002	MS Mechanical Engr. - Florida A&M University
Mechanical Engineer	GS-0830-7/1	9/8/2002	Co-op Conversion/BS Mech. Engr. - CSU
Aerospace Engineer	GS-0861-9/1	9/8/2002	Co-op Conversion/BS Aerospace Engr. - CWRU
Aerospace Engineer	GS-0861-9/1	8/25/2002	PhD Aerospace Engr. - Univ. of Michigan
Materials Research Engineer	GS-0806-12/5	8/25/2002	PhD Materials Engineer - University of Dayton
Aerospace Engineer	GS-0861-9/8	7/27/2002	National Center for Microgravity Research/PhD Fluid & Thermal Sciences - CWRU
Computer Scientist	GS-1550-12/6	8/12/2002	Integral Systems/PhD Computer Science - Kent State University
Office Automation Assistant	GS-0326-5/1	9/8/2002	Co-op Conversion/ AA Applied Business - Lorain Community College
Office Automation Clerk	GS-0326-4/1	9/8/2002	Co-op Conversion/AA Applied Business - Lorain Community College
Electrical Engineer	GS-0850-9/10	12/30/2001	MS Science/Virginia Polytechnic Institute and State University



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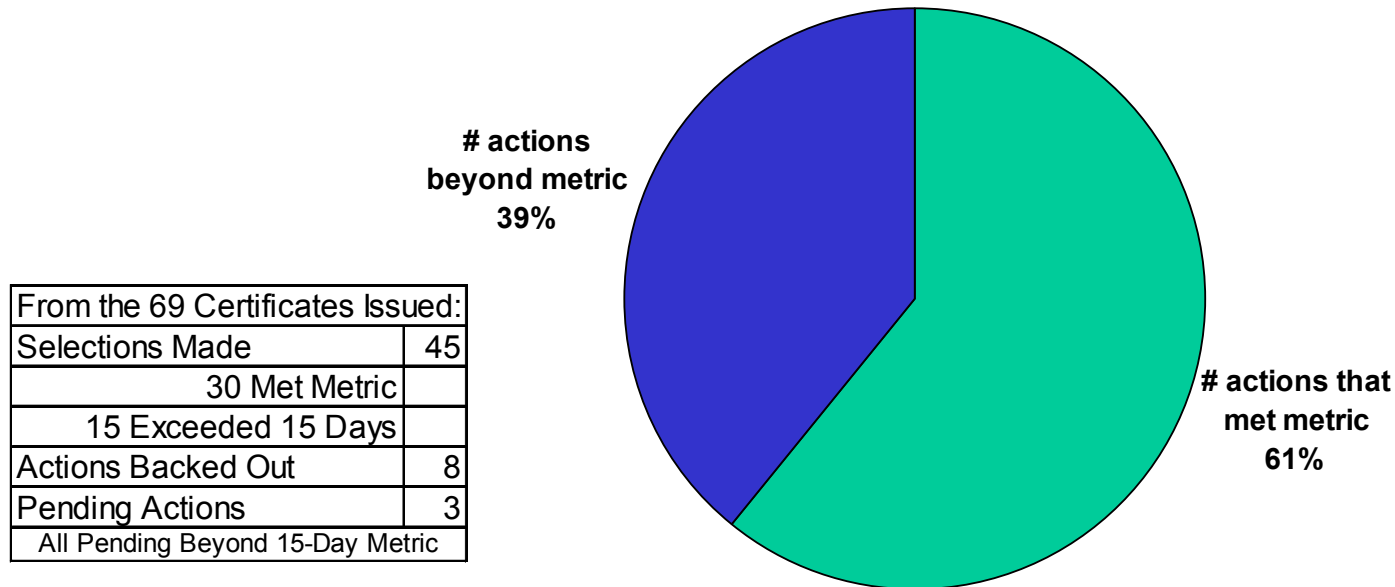


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FY02 Staffing Metrics*



Metric = 29 Days From Staffing Receipt of SF-52 to Issuance of Certificate to Selecting Official

Goal = 80 Percent of Actions Within Metric



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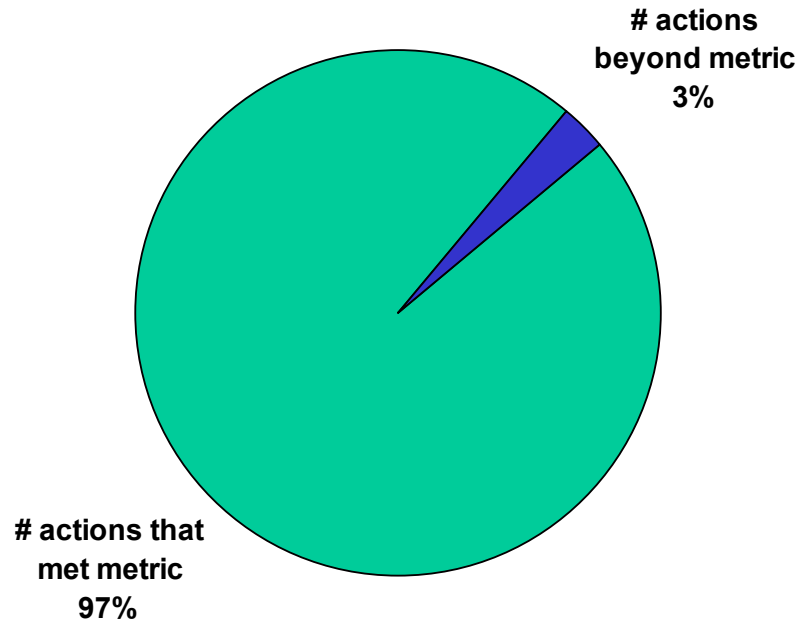


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FY02 Classification Metrics 04/01/02 – 09/30/02*

Total Actions Completed	189
Actions That Met Metric	184
Action Beyond Metric	5



***Use of metrics not established until 3rd quarter of FY02**



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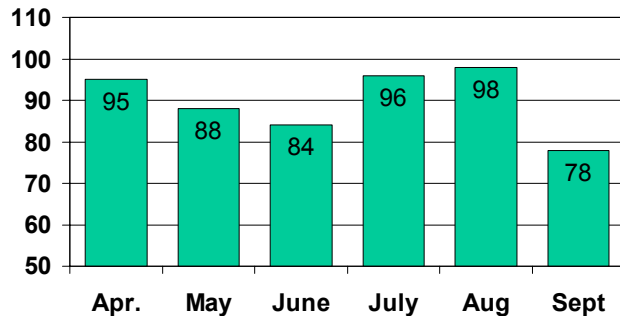


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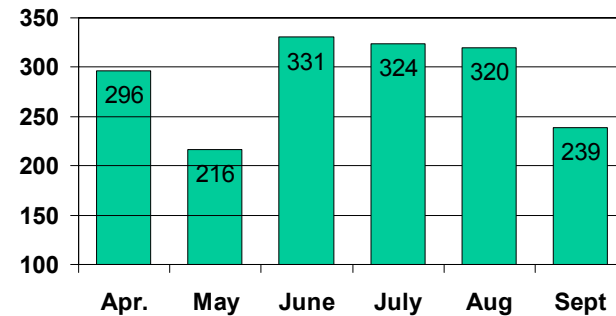
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Medical Services

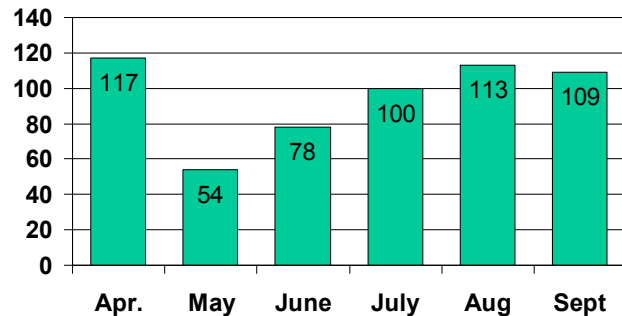
Health Screening Exams



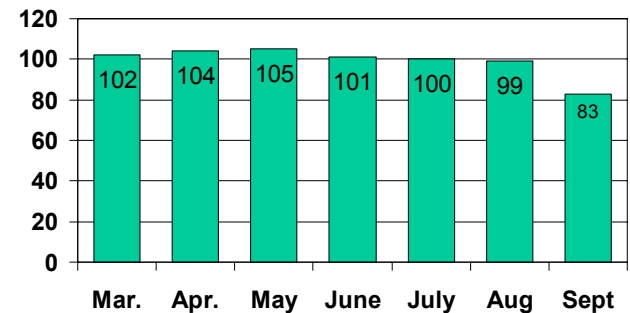
Blood Pressure Tests



Medical Surveillance Testing
(FAA Flight Physicals, Surveillance Programs)



Abnormal Labs/Early Detection



Includes Testing for:
High Cholesterol -
PAP Tests
Sigmoidoscopy
PSA
Glucose
Liver Function
Stress



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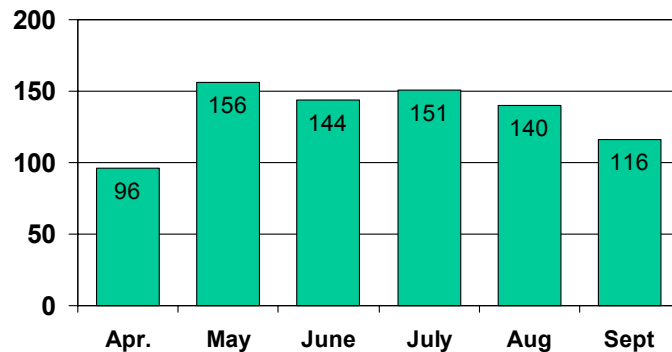


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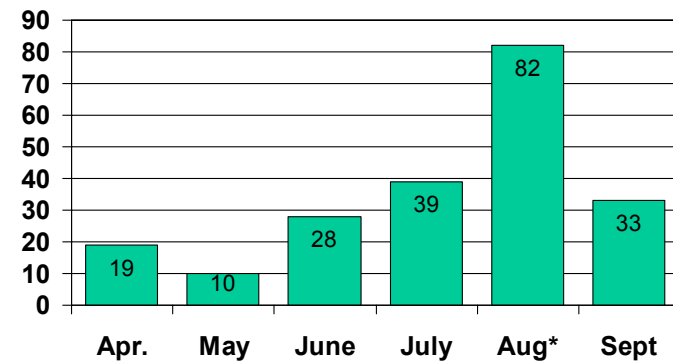
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Medical Services

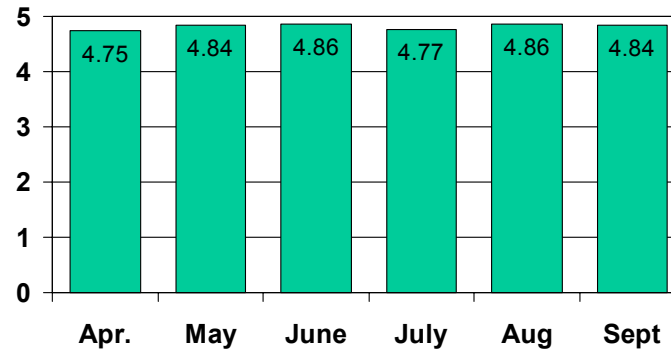
Personal Illness/Injury (New)



Occupational Illness/Injury



Overall Rating



* Increase due to approx.
34 asbestos exposures in
Bldg. 5 during a test



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OWCP

	4th Quarter FY02	YTD Total	FY01
New Claims	2	15	18
Full Days COP	6	62	27
- Partial Days	55	68	18
COP Costs	\$8,211.80	\$18,879.72	\$5,735.30



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AWARDS FY02 DIRECTORATE BUDGETS (GAA, SAA, & PA TYPE AWARDS) AS OF 09/30/02

Dir.	Allocated Amount	Used	Number Processed	Balance	Percentage Used
0100	\$38,200	\$35,488	46	\$2,712	92.90%
0200	\$43,576	\$41,000	34	\$2,576	94.09%
0400	\$32,097	\$32,890	28	-\$793	102.47%
0500	\$55,335	\$66,001	89	-\$10,666	119.28%
0600	\$69,941	\$67,144	113	\$2,797	96.00%
2000	\$64,887	\$61,999	63	\$2,888	95.55%
5000	\$370,521	\$382,953	493	-\$12,432	103.36%
6000	\$172,748	\$172,197	235	\$551	99.68%
7000	\$611,654	\$605,378	912	\$6,276	98.97%
9000	\$30,040	\$28,955	35	\$1,085	96.39%
TOTAL	\$1,488,999	\$1,494,005	2,048	-\$5,006	100.34%



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Awards by Type (as of 09/30/02)

Award Type	Number of Awards	Total Amount
Performance	345	\$516,006
Group Achievement	1606*	\$548,676
Special Act	602	\$437,622
Fast Cash	89	\$13,970
Time Off	448	5,216 Hours
Space Act Award	46	\$81,900

*Includes nonmonetary SSC awards



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FEHB Open Season

- November 11 through December 9, 2002
 - Plan changes effective January 12, 2003
 - FEHB Health Fair – November 26, 2002, in the Main Cafeteria

TSP Open Season

- October 15 through December 31, 2002
 - FERS Contributions = 13 percent
 - CSRS Contributions = 8 percent
 - Changes effective December 1, 2002, if submitted prior to November 30, 2002

FEHB/TSP Forum November 25, 2002

1 p.m. – Ad Bldg. Auditorium



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Employee Suggestion Program

Directorate/Staff Office Suggestions FY02 (As of 09/30/02)

Org.	Individual Submission	Accepted	Rejected	Group Submission	Accepted	Rejected	Supervisor Submission	Accepted	Rejected
0100	5		4						
0200									
0400	1	1							
0500	1								
0600	4		3						
2000	1		1						
5000	12		10				1		1
6000	3		3	1	1				
7000	20	4	10						
9000									
Other Centers	1		1						
Total	48			1			1	Grand Total = 50	



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Employee Suggestion Program

- Suggestion Awards FY02 (as of 09/30/02) - \$12,100
 - Tangible Savings - \$13,036
 - Number of Eligible Employees – 1,955
 - Number of Supervisors - 167
 - Suggestions Submitted 10/01/01 – 09/30/02 – 50
 - Submitted by Supervisors - 1
 - Submitted by Nonsupervisors - 49
 - Percentage of Participation – 2.6%
 - Percentage of Supervisor Participation – 0.6%



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Employee Suggestion Program

Pending Suggestions (By Evaluating Organization)

Evaluating Org.	Suggestion Number	Due Date
0600	02-0020	02/11/02
5840	02-0042	07/31/02
7130	02-0043	07/31/02
7220	*04002002092501	10/23/02
7400	02-0040	07/11/02
7521	02-0045	08/26/02
7535	*04002002072501	08/26/02

* Suggestions that are being processed through the Corrective and Preventive Action Reporting (CPAR) System



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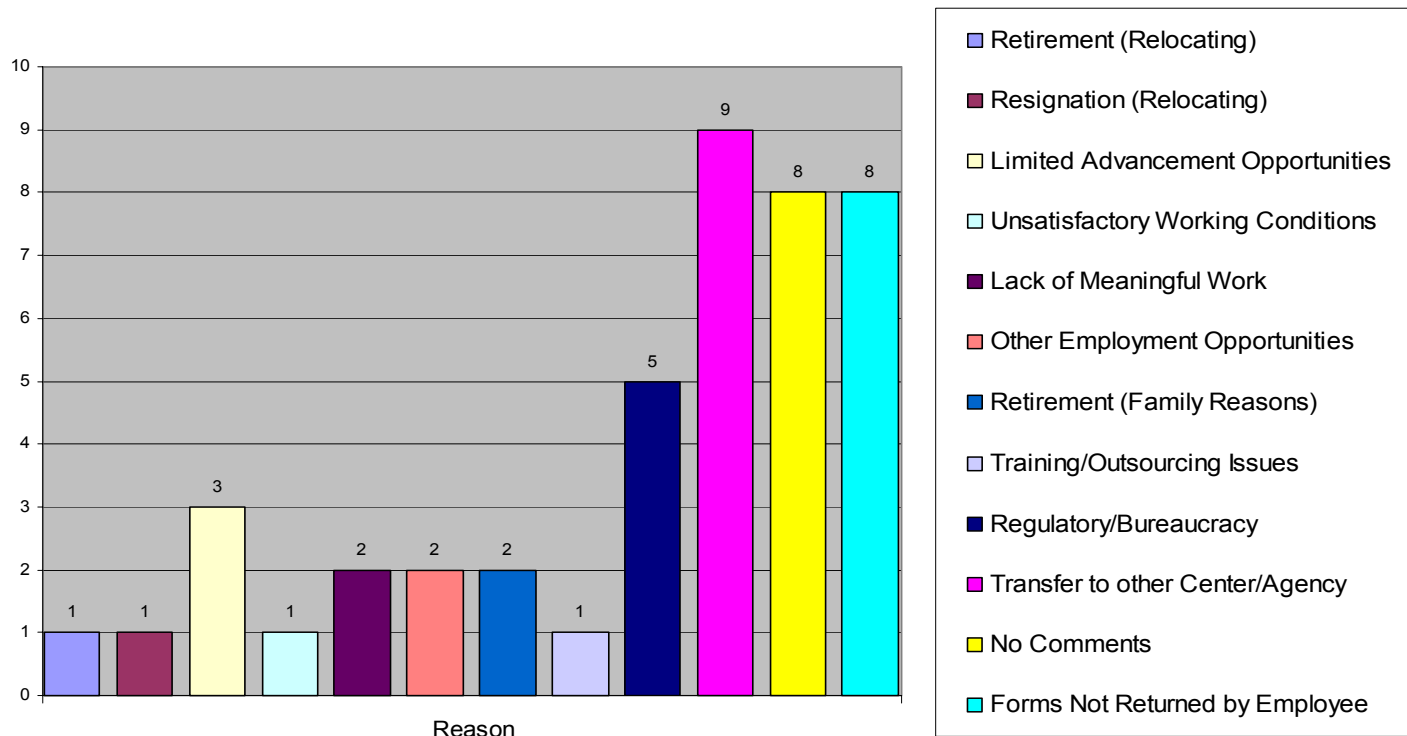


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Exit Interview Feedback

12/01/01 – 09/30/02



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Leave Requests Processed (FY02 4th Quarter)	
Advanced Sick Leave	9
(Same Period Last Year)	9
Leave Transfer Requests	7
(Same Period Last Year)	7

Telecommuting Requests (FY02 4th Quarter)	
Ongoing	0
(Same Period Last Year)	6
Temporary	0
(Same Period Last Year)	5
As Needed	16
(Same Period Last Year)	14



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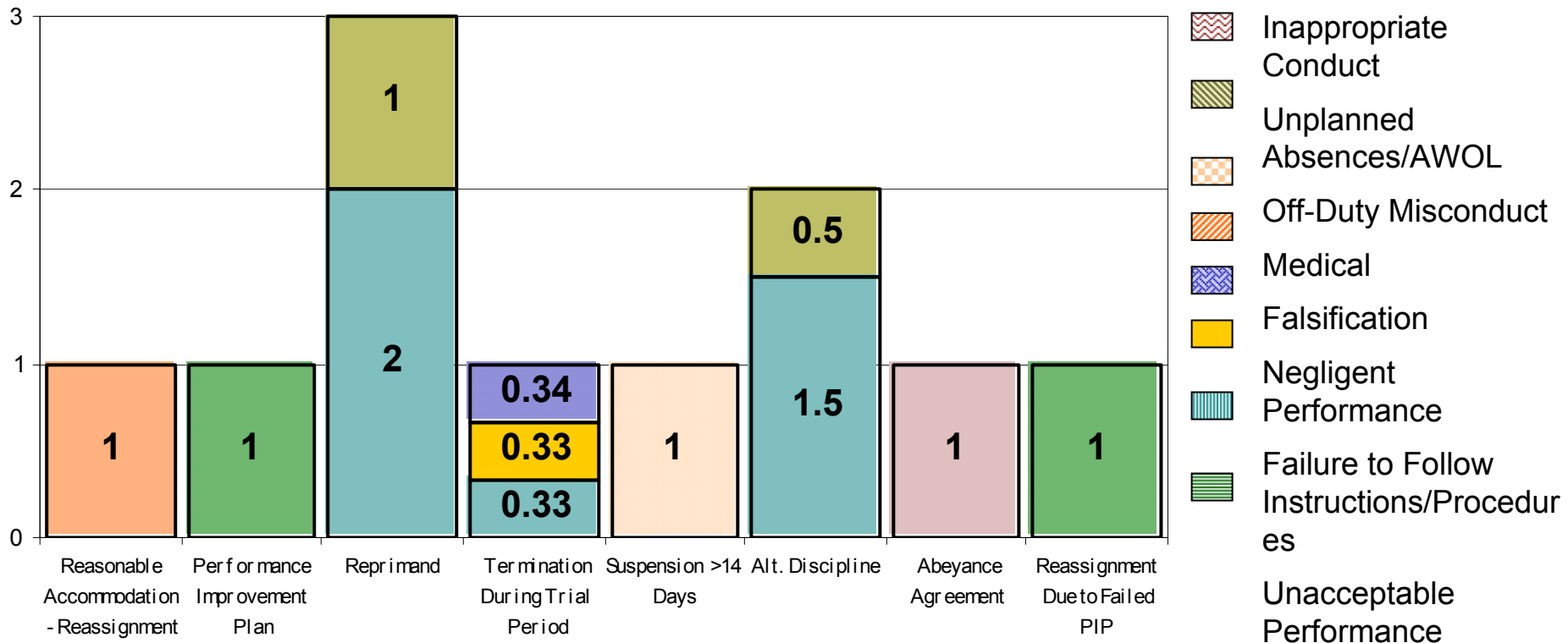
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FY02 EMPLOYEE RELATIONS ACTIVITY BY ISSUE (as of 09/30/02)



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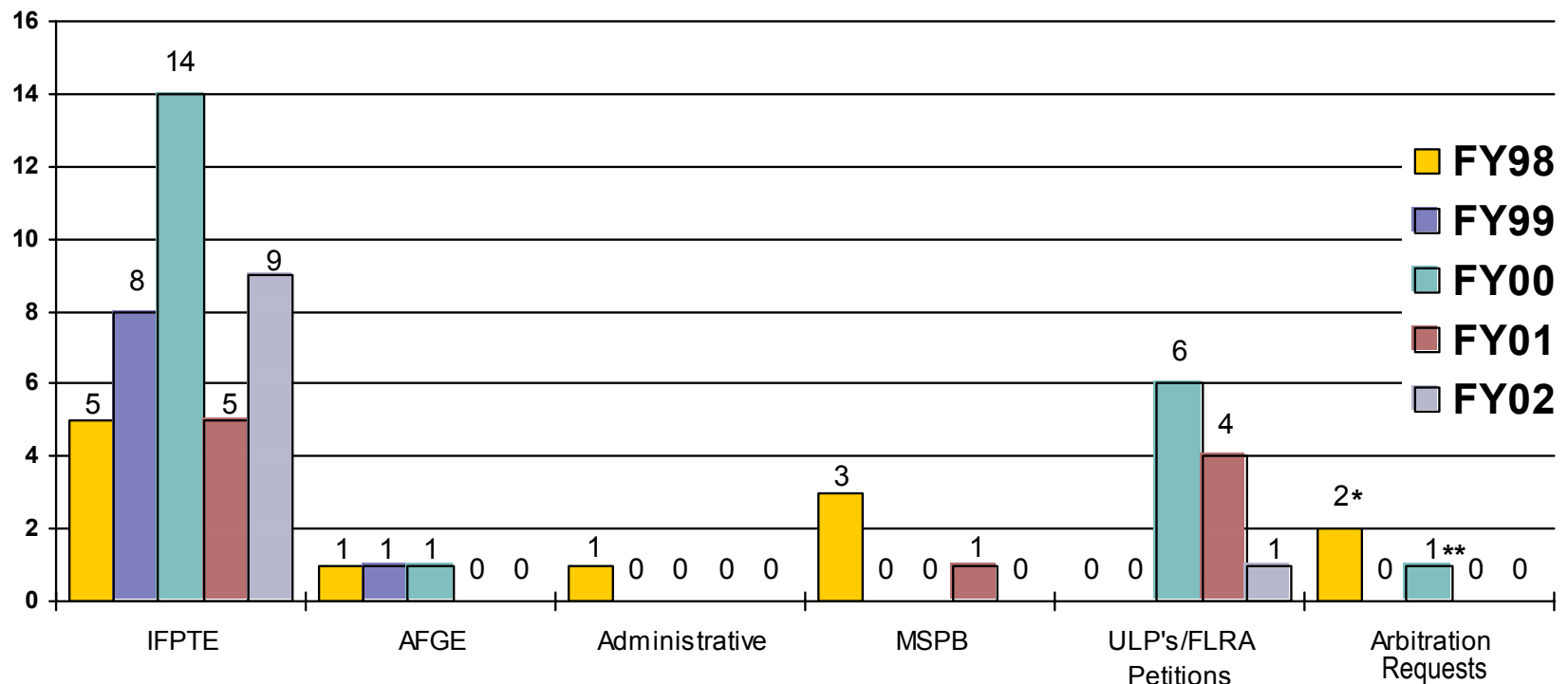


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APPEAL/GRIEVANCE ACTIVITY FY98-02 (as of 09/30/02)



*Later Withdrawn by Union

**Not Pursued By Union (as of report date)



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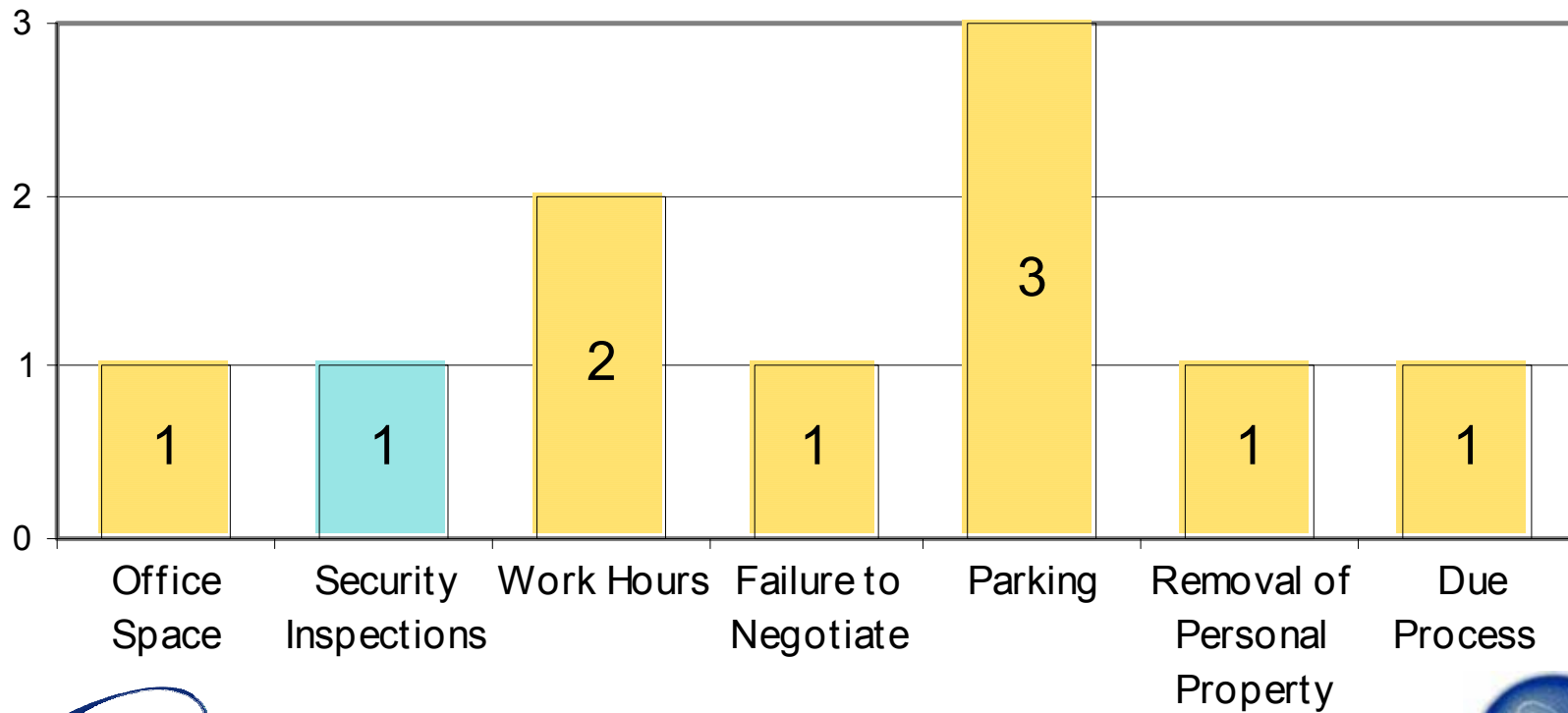


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FY02 APPEAL/GRIEVANCE ACTIVITY BY ISSUE (as of 09/30/02)



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Office of Hum...

IFPTE Grievance

MSPB

ULP

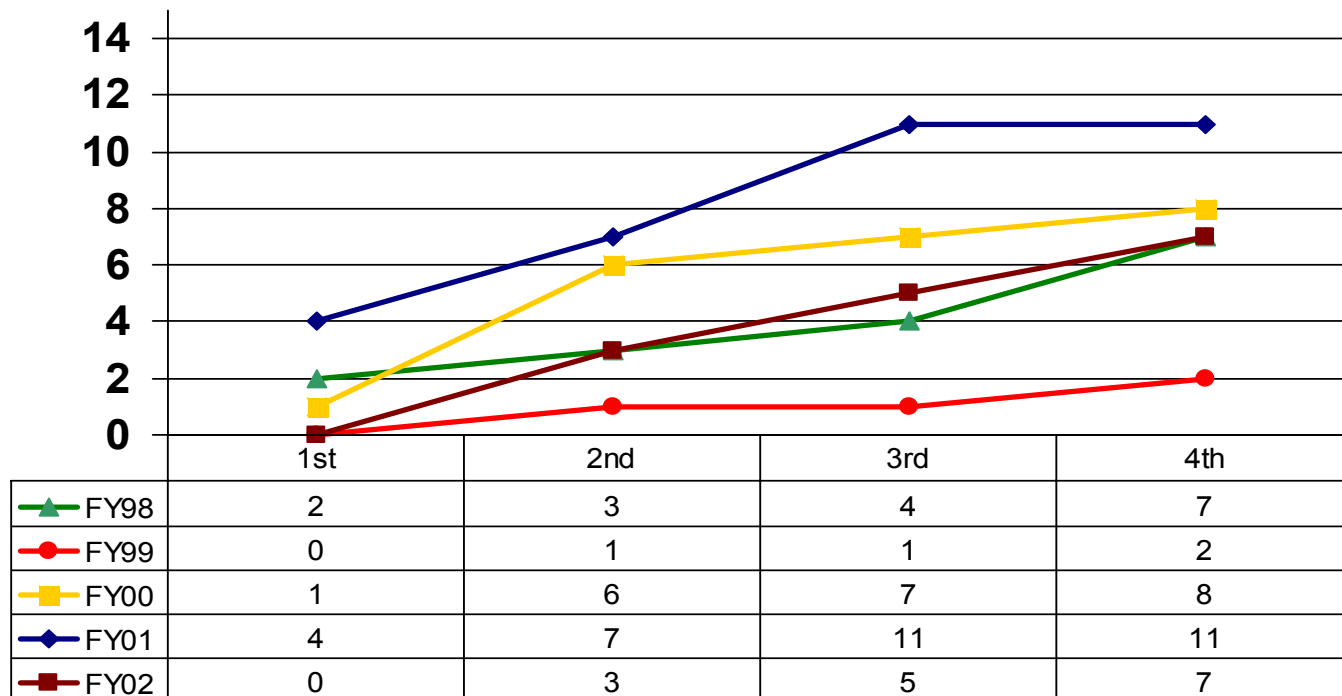
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DISCIPLINARY/ADVERSE ACTIONS FY98-02 (as of 09/30/02)



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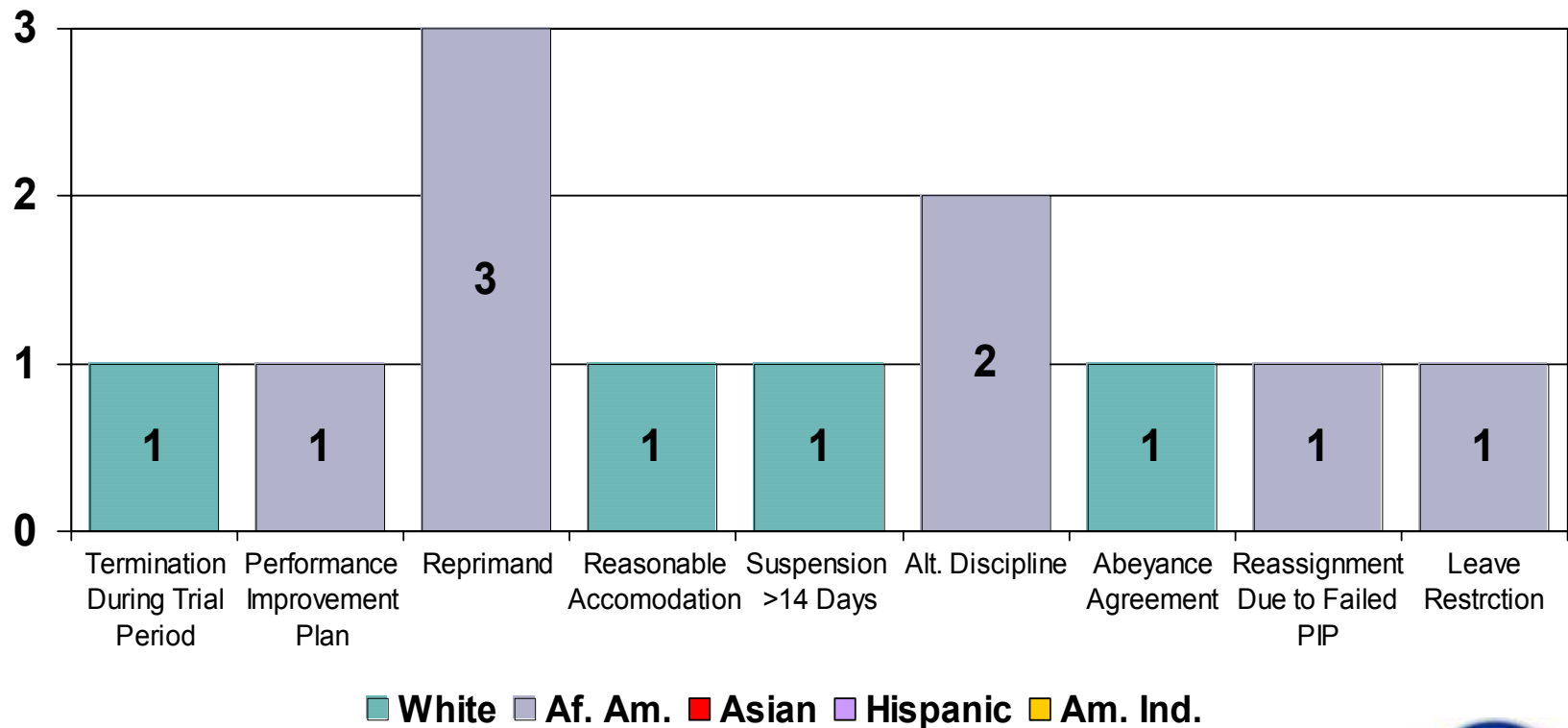
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FY01 EMPLOYEE RELATIONS ACTIVITY MINORITY/NONMINORITY (as of 09/30/02)



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EMPLOYEE RELATIONS ACTIVITY BY ORGANIZATION FY02 (as of 09/30/02)

ORG.	TOTAL	WHITE		AFRICAN-AMERICAN		ASIAN		HISPANIC		AMERICAN INDIAN	
		Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
0100											
0200											
0400	3 (1)			3 (1)							
0500	4 (1)				4 (1)						
0600											
2000											
5000	1		1								
6000											
7000	2 (2)	1	1								
9000											
Total	12 (7)	1 (1)	3 (3)	3 (1)	5 (2)						
%		8.3% (14.3%)	25% (42.9%)	25% (14.3%)	41% (28.5%)						

() # Individuals Involved



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FY02 Staff Office Training Budget Status as of September 30, 2002

	0100	0120	0140	0170	0180	0200	0400	0600
Allocated	\$21,000	\$3,000	\$8,500	\$4,500	\$8,000	\$12,000	\$20,000	\$18,000
Committed	\$20,177	\$2,063	\$6,830	\$7,105	\$9,802	\$6,421	\$20,986	\$15,811
FY03 Forward Funded	\$45	\$0	\$0	\$0	\$2,447	\$0	\$1,583	\$895
% Committed	96%	69%	80%	158%	123%	54%	105%	88%



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FY02 Directorate Office Training Budget Status as of September 30, 2002

	2000	5000	6000	7000	8000	9000
Allocated	\$82,700	\$284,000	\$125,000	\$275,000	\$46,300	\$39,900
Committed	\$88,943	\$311,304	\$95,374	\$260,738	\$40,640	\$39,027
FY03 Forwarded Funded	\$6,340	\$23,563	\$7,775	\$27,456	\$0	\$3,848
% Committed	108%	111%	76%	95%	88%	98%



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FY02 Overall Training Budget Status as of September 30, 2002

	Directorate Sub-Allocation Total	OD&TO Managed Total	Expert Center IT Security Managed Total	Centerwide Total
Allocated	\$947,900	\$4,039,748	\$575,000	\$5,562,648
Committed	\$925,221	\$4,065,660	\$571,767	\$5,562,648
FY03 Forward Funded	\$73,952	\$1,291,226	\$0	\$1,365,178
% Committed	98%	101%	99%	100%



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FY03 Training Budget

- FY03 Center Training Budget identified to be \$3,228,000
 - 27.2% decreases from original FY02 authorization
 - No funds released to date
- FY03 Staff /Directorate Office sub-allocations could be affected by the decrease in funding. Sub-allocations will be released once the budget plan is finalized.
- Staff/Directorate Office sub-allocations are calculated as follows:

*** Weighted Value of Staff/Directorate Office**

Total of Weighted Values of Staff/Directorate Offices

X Allocation from OD&TO

- * FTE assigned to the organization on 9/30/02, plus the number of engineers assigned to the organization, plus the number of employees in the organization that are below the full performance level.



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Reminder: Not Business as Usual

- Get the word out! Payment of registration fees on travel cards ceased as of October 1, 2002. When purchase orders are not accepted, OD&TO will make P-card purchases.
- Purchase orders will continue to be the preferred way of purchasing training and conference fees in the new system.
- People accustomed to using their travel cards may need to be reminded to submit training applications timely to facilitate proper and efficient purchasing and registration.
- Written explanation and preventative action plans will be required for unauthorized training purchases.
- OD&TO cannot make training purchases from vendors who do not accept purchase orders until Core Finance goes live October 21.



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Other IFM Impacts

- Significant new workload for CS staff required by IFM system
 - Purchase order preparation and modifications
 - Invoice review and approvals
 - Bankcard purchasing and associated registrations
 - Training travel voucher approval
 - Over 1,250 training purchase orders issued in FY01, 980 in FY02; many are frequently amended and/or cancelled
 - Working to minimize impact on delivery of onsite training and development services
- OD&T staff members attended over 200 hours of instructor-led training for requisitioner, buyer, approver and contracting officer roles
- 4 Web-based courses also required of staff



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New Centerwide Development Programs Offered in FY02

Glenn Technical Education Development (GTED) Program – 10 Participants

Certificate in Software Engineering (CSE) Program – 8 Participants



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Training Program Course Offerings & Evaluation Metrics as of September 30, 2002

	OCT	NOV	DEC	JAN	FEB	JAN	FEB	MAR	JUN	JUL	AUG	SEP	YTD
Number of On-site Course Offerings	29	16	8	18	16	21	26	27	23	21	30	16	251
* Overall Rating of Courses	4.49	4.38	4.40	4.39	4.31	4.54	4.43	4.41	4.53	4.39	4.52	4.64	4.45
* Services of the Training Office	4.48	4.47	4.45	4.55	4.35	4.51	4.49	4.36	4.40	4.50	4.44	4.50	4.46
** Value of training in supporting our ability to achieve NASA's strategic goals	7.36	7.47	7.38	7.14	7.32	7.62	7.22	7.32	7.36	7.57	7.56	7.46	7.40

* Scale 1- 5 (1=Poor, 5=Excellent)

** Scale 1- 9 (1=Lowest, 9=Highest) is HQ Code FT Metric



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